

**TITLE 4. PROFESSIONS AND OCCUPATIONS**

**CHAPTER 9. REGISTRAR OF CONTRACTORS**

(Authority: A.R.S. § 32-1101 et seq.)

**ARTICLE 1. GENERAL PROVISIONS**

Section	
R4-9-101.	Definitions
R4-9-102.	Commercial Contractor License Classifications and Scopes of Work
R4-9-103.	Residential Contractor License Classifications and Scopes of Work
R4-9-104.	Dual License Contracting Classifications and Scopes of Work
R4-9-105.	Restricted License Classifications
R4-9-106.	Examinations
R4-9-107.	Repealed
R4-9-108.	Workmanship Standards
R4-9-109.	Name of Licensee or Applicant
R4-9-110.	Change of Legal Entity and Cancellation of License
R4-9-111.	Repealed
R4-9-112.	Bond Limits; Applications; Renewals; Increases and Decreases of Bond Amounts; Effective Date of Bond and Deposits
R4-9-113.	Application Process
R4-9-114.	Reserved
R4-9-115.	Posting
R4-9-116.	License Renewal
R4-9-117.	Prior Record
R4-9-118.	Reserved
R4-9-119.	Reserved
R4-9-120.	Rehearing or Review of Decision
R4-9-121.	Repealed
R4-9-122.	Repealed
R4-9-123.	Repealed
R4-9-124.	Repealed
R4-9-125.	Repealed
R4-9-126.	Repealed
R4-9-127.	Repealed
R4-9-128.	Repealed
R4-9-129.	Repealed
R4-9-130.	Schedule of Fees
R4-9-131.	Assessment of Civil Penalties

**ARTICLE 1. GENERAL PROVISIONS**

**R4-9-101. Definitions**

- A.** Appurtenances means all structures and improvements subordinate to a residence within residential property lines, excluding the residential structure itself, such as driveways, fences, patios, swimming pools, landscaping, sport courts, and gazebos.
- B.** Licensee means a business entity (sole proprietor, partnership, or corporation) to which a license is issued and not the individuals comprising the ownership or management of the licensee, except for a sole proprietor. The license is held by the licensee and not the qualifying party.
- C.** Small commercial construction means construction, remodeling, or repair of commercial projects for which the price of materials and labor does not exceed \$250,000 in any contract or project. Provided, however, that any new structures or additions to existing structures are less than three stories. Non-structural remodeling and repairs of existing commercial buildings exceeding this height limitation are small commercial construction if the overall cost of the contract or project does not exceed \$250,000.

**Historical Note**

Former Rule I. Former Section R4-9-01 repealed, new Section R4-9-01 adopted effective February 23, 1976 (Supp. 76-1). Amended effective November 21, 1979 (Supp. 79-6). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-01 amended effective July 9, 1987, and renumbered as Section R4-9-101 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1).

**R4-9-102. Commercial Contractor License Classifications and Scopes of Work**

- A.** Commercial contractor license classifications. License classifications for commercial contractors are as follows:

**ENGINEERING CONTRACTING**

A	General Engineering
A-3	Blasting
A-4	Drilling
A-5	Excavating, Grading and Oil Surfacing
A-7	Piers and Foundations
A-9	Swimming Pools
A-11	Steel and Aluminum Erection
A-12	Sewers, Drains and Pipe Laying
A-14	Asphalt Paving
A-15	Seal Coating
A-16	Waterworks
A-17	Electrical and Transmission Lines
A-19	Swimming Pools, Including Solar
A-21	Landscaping and Irrigation Systems
AE-	(As restricted by Registrar)

**GENERAL COMMERCIAL CONTRACTING**

B-1	General Commercial Contractor
B-2	General Small Commercial Contractor
BE-	(As restricted by Registrar)

**SPECIALTY COMMERCIAL CONTRACTING**

L-1	Acoustical Systems
L-3	Awnings, Canopies, Carports and Patio Covers
L-4	Boilers, Steamfitting and Process Piping
L-5	(As restricted by Registrar)
L-6	Swimming Pool Service and Repair
L-7	Carpentry
L-8	Floor Covering
L-9	Concrete
L-10	Drywall
L-11	Electrical
L-12	Elevators
L-13	Carpets
L-14	Fencing
L-16	Fire Protection Systems
L-24	Ornamental Metals
L-26	Landscaping
L-27	Lightweight Partitions
L-29	Machinery (As restricted by Registrar)
L-31	Masonry
L-34	Painting and Wall Covering
L-36	Plastering
L-37	Plumbing
L-38	Signs
L-39	Air Conditioning and Refrigeration
L-40	Insulation
L-41	Septic Tanks and Systems

- L-42 Roofing
- L-44 Irrigation Systems
- L-45 Sheet Metal
- L-48 Ceramic, Plastic and Metal Tile
- L-49 Commercial, Industrial Refrigeration
- L-53 Water Well Drilling
- L-54 Water Conditioning Equipment
- L-56 Welding
- L-57 Wrecking
- L-58 Comfort Heating, Ventilating,  
Evaporative Cooling
- L-60 Finish Carpentry
- L-61 Carpentry, Remodeling and Repairs
- L-62 Reinforcing Bar and Wire Mesh
- L-63 Appliances
- L-64 Wood Floor Laying and Finishing
- L-65 Glazing
- L-67 Low Voltage Communications Systems
- L-74 Boilers, Steamfitting and Process Piping,  
Including Solar
- L-77 Plumbing Including Solar
- L-78 Solar Plumbing - Liquid Systems Only
- L-79 Air Conditioning and Refrigeration  
Including Solar

**B. Commercial contracting scopes. The scope of work which may be done under the commercial contracting license classifications is as follows:**

**A- GENERAL ENGINEERING**

Construction in connection with fixed works, including streets, roads, power and utilities plants, dams, hydroelectric plants, sewage and waste disposal plants, bridges, tunnels, and overpasses. Also included are the scopes of work allowed by all of the other engineering classifications, A-3 through A-21.

**A-3 BLASTING**

The use of explosives and explosive devices for excavation, demolition, geological exploration, mining, or any construction related blasting. Included is any drilling, boring, or earth moving required for the placement of explosive charges, the erection of temporary shelters, barricades and associated protective devices, equipment, and enclosures.

**A-4 DRILLING**

Drilling includes horizontal and vertical drilling or boring, constructing, deepening, repairing, or abandoning wells; exploring for water, gas, and oil; and constructing dry wells, and monitor wells. Also included is the erection of rigs, derricks and related substructures, and installation, service and repair of pumps and pumping equipment.

**A-5 EXCAVATING, GRADING AND OIL SURFACING**

Movement and alteration of earthen material by digging, horizontal boring, trenching, grading, or compacting the material for a cut, fill, grade, or trench. Included is the placement of shoring, the oiling of base materials, and incidental blasting and drilling. Excludes excavating for water, gas, and oil wells.

**A-7 PIERS AND FOUNDATIONS**

Installation of piers and foundations using concrete, rebar, and other materials common to the industry. Includes pile driving, excavation, forming and other techniques and equipment common to the industry.

**A-9 SWIMMING POOLS**

Construction, service, and repair of swimming pools and spas, including water and gas service lines from point of service to pool equipment, wiring from pool equipment to first readily accessible disconnect, pool piping, fittings, backflow prevention devices, waste lines, and other integral parts of a swimming pool or spa.

Also included is the installation of swimming pool accessories, covers, safety devices, and fencing for protective purposes, if in the original contract.

**A-11 STEEL AND ALUMINUM ERECTION**

Field fabrication, erection, repair, and alteration of architectural and structural steel and aluminum materials common to the industry, including field layout, cutting, assembly, and erection by welding, bolting, wire tying or riveting.

**A-12 SEWERS, DRAINS AND PIPE LAYING**

Installation and repair of any project involving sewer access holes, the laying of pipe for storm drains, water and gas lines, irrigation, and sewers. Includes connecting sewer collector lines to building drains and the installation of septic tanks, leaching lines, dry wells, and all necessary connections, and related excavation and backfilling.

**A-14 ASPHALT PAVING**

Installation of asphalt paving, and all related fine grading on streets, highways, driveways, parking lots, tennis courts, running tracks, play areas, and gas station driveways and areas, using materials and accessories common to the industry. Includes the necessary excavation and grading only for height adjustment of existing sewer access holes, storm drains, water valves, sewer cleanouts, and drain gates.

**A-15 SEAL COATING**

Application of seal coating to asphalt paving surfaces. Includes repair of surface cracks and application of painted marking symbols.

**A-16 WATERWORKS**

All work necessary for the production and distribution of water including drilling well, setting casing and pump, related electrical work, related concrete work, excavation, piping for storage and distribution, storage tanks, related fencing, purification and chlorination equipment.

**A-17 ELECTRICAL AND TRANSMISSION LINES**

Installation, alteration, and repair of transmission lines on public right-of-ways, including erection of poles, guying systems, tower line erection, street lighting of all voltages, and all underground systems including ducts for signal, communication, and similar installations. Installing transformers, circuit breakers, capacitors, primary metering devices and other related equipment of all electrical construction is included.

All electrical systems of less than 600 volts on or inside a building are excluded.

**A-19 SWIMMING POOLS, INCLUDING SOLAR**

Construction, service, and repair of swimming pools and spas, with or without solar water heating devices, including water and gas service lines from point of service to pool equipment, wiring from pool equipment to first readily accessible disconnect,

pool piping, fittings, backflow prevention devices, waste lines and other integral parts of a swimming pool, spa and attached solar water heating device. Also included are swimming pool accessories, covers, safety devices, and fencing for protective purposes, if in the original contract.

#### A-21 LANDSCAPING AND IRRIGATION SYSTEMS

Treat, condition, prepare, and install topsoil. Plant all decorative vegetation. Excavate, trench, bore, backfill and grade as necessary for installation of landscaping and irrigation systems.

Landscaping includes installation of non-loadbearing slabs, walkways and areas using concrete, brick, stone, or gravel; wooden decks; decorative garden walls, fences and screens up to 6 feet in height; retaining walls up to 3 feet in height; and all other materials and equipment common to the industry.

Excluded are cast-in-place or tilt concrete; load bearing walls for structures; and perimeter fencing along property lines or boundaries.

Install, repair, and maintain irrigation systems to distribute water for the purpose of irrigation, dust and soil erosion control using equipment, materials, and fittings common to the industry. This includes electrical control panels and apparatus which are an integral part of the irrigation system.

Connections to potable water lines, installation of backflow prevention devices, installation of hose bibs and installation of service lines from source of supply are permitted only when they are an integral part of the irrigation system.

Installation of electric wiring and related fixtures of 110 volts or less for landscaping projects is included. All electrical work is limited to exterior use and only that work necessary to complete a landscaping project.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### AE- (AS RESTRICTED BY THE REGISTRAR)

##### B-1 GENERAL COMMERCIAL CONTRACTOR

Construction, alteration, and repair in connection with any structure built, being built, or to be built for the support, shelter, and enclosure of persons, animals, chattels, or movable property of any kind. This scope includes the supervision of all or any part of the above and includes the management, or direct or indirect supervision of any work performed.

This scope includes most of the L scopes except as they relate to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas, and roofing (except shingles and shakes) which must be subcontracted to an appropriately licensed contractor.

##### B-2 GENERAL SMALL COMMERCIAL CONTRACTOR

Small commercial construction in connection with any new structure or addition built, being built, or to be built for the support, shelter and enclosure of persons, animals, chattels or movable property of any kind. This scope includes the supervision of all or any part of the above and includes the management or direct or indirect supervision of any work performed.

This scope includes most of the L scopes except as

they relate to electrical, plumbing, air conditioning systems, boilers, swimming pools, spas, and roofing (except shingles and shakes) which must be subcontracted to an appropriately licensed contractor.

#### BE- (AS RESTRICTED BY THE REGISTRAR)

##### L-1 ACOUSTICAL SYSTEMS

Installation, application, alteration, and repair of all types of premanufactured acoustical ceiling and wall systems.

##### L-3 AWNINGS, CANOPIES, CARPORT AND PATIO COVERS

Installation and repair of window awnings, door hoods, free-standing or attached canopies, carport and patio covers constructed of metal, fabric, fiberglass, and plastic.

Installation or repair of screened and paneled enclosures, not intended for use as habitable spaces, using metal panels, plastic inserts and screen doors. A minimum of 60% of wall area of an enclosure shall be constructed of screening material.

Installation or repair of fascia panels, flashing and skirting.

Installation or repair of exterior detached metal storage units. The placing of concrete footings and concrete slabs is permitted only when intended for patio covers, screened-in porches, and metal storage units when included in the same contract.

Excluded is any structural member that weighs more than 6 pounds per lineal foot.

All electrical, plumbing, and air conditioning systems are excluded.

##### L-4 BOILERS, STEAMFITTING AND PROCESS PIPING

Installation, alteration, and repair of steam and hot water systems and boilers, including chimney connections, flues, refractories, burners, piping, fittings, valves, thermal insulation, and accessories; fuel and water lines from source of supply to boilers; process and specialty piping and related equipment; pneumatic and electrical controls.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-5 (AS RESTRICTED BY THE REGISTRAR)

##### L-6 SWIMMING POOL SERVICE AND REPAIR

Service, replacement, and repair of swimming pools including all existing connections and equipment. Pool gas heaters and gas piping from meter to heater may be installed only if the existing line and gas supply are adequate.

Application of pool coatings to interior of pool in conjunction with minor repairs to pool tile, plaster, and decks.

Excluded are chlorine gas connections, connections to potable water, and electric connections beyond first readily accessible disconnect.

##### L-7 CARPENTRY

Includes all rough and finish general carpentry work and hardware, including accessories, on new and existing structures.

##### L-8 FLOOR COVERING

Installation, replacement and repair of floor covering materials and related accessories including preparation of the surface to be covered.

Included are linoleum, carpets, carpet backings and pads, and materials manufactured of asphalt, vinyl, vinyl asbestos, rubber, wood, ceramic, and clay.

#### L-9 CONCRETE

All work in connection with the processing, proportioning, batching, mixing, conveying, and placing of concrete composed of materials common to the concrete industry, including finishing, coloring, curing, repairing, testing, drilling, sawing, grinding, chipping, and grouting. Placing film barriers, sealing, and waterproofing are included.

Construction, centering, and assembling forms, molds, slipforms, and pans.

Trenching, excavating, backfilling, and grading in connection with concrete construction.

Installation of embedded items essential to or comprising an integral part of the concrete or concrete construction, including reinforcing elements and accessories.

#### L-10 DRYWALL

Installation, pointing, and repair of gypsum wall board, and accessories. Taping and texturing on structures both interior and exterior.

Installation of non-bearing lightweight steel wall partitions and ceiling grid systems as supporting members for gypsum drywall, and installation and repair of movable partitions for the application of gypsum drywall panels.

#### L-11 ELECTRICAL

Installation, alteration, and repair of any wiring, related electrical material and equipment used in the generating, transmitting, or utilization of electrical energy less than 600 volts, including all overhead electrical wiring on public right-of-ways for signs and street decorations, and all underground electrical distribution systems of less than 600 volts serving private properties.

Installation, alteration, and repair on other than public right-of-ways of all outside, overhead, and underground electrical construction and all wiring in or on any building of less than 600 volts.

#### L-12 ELEVATORS

Installation, service and repair of all elevators, dumbwaiters, escalators, moving walks and ramps, stage and orchestra lifts, including the fabrication, erection and installation of sheave beams, sheaves, motors, cable and wire rope, guides, cabs, counterweights, doors, including sidewalk elevator doors, automatic and manual controls, signal systems and other devices, apparatus, and related equipment.

#### L-13 CARPETS

Installation, replacement, and repair of carpeting materials and accessories, including preparation of the surface to be covered.

#### L-14 FENCING

Installation and repair of metal, wood, and cement block fencing, including highway guard rails, cattle guards, and low voltage U.L. approved electrical fence protective devices of less than 25 volts and 100 watts, when required to properly install fencing.

All types of retaining walls are excluded.

#### L-16 FIRE PROTECTION SYSTEMS

Installation, alteration, and repair of fire protection systems using water, steam, gas, or chemicals. Included is any required excavation, trenching, backfilling and grading, piping from structure, and connections to off-premise water supply adjacent to property involving a fire protection system.

Systems may include the following areas of work and related equipment: restaurant hood protection systems; fire pumps and drivers; pressure and storage tanks; all piping and valves; sprinkler heads and nozzles; and application of materials for the prevention of corrosion or freezing.

Also included are air compressors, air receivers, bottled inert gases, pressurized chemicals, manifolds, pneumatic, hydraulic, or electrical controls, low voltage signaling systems, control piping, and the flushing and testing of systems.

#### L-24 ORNAMENTAL METALS

Fabrication, alteration, repair, and installation of all types of non-structural bearing ornamental metal units, both interior and exterior, including metal folding gates, guard and hand rails, wrought iron fencing and gates, window shutters and grilles, room dividers and shields, and metal accessories common to the industry. Installation of ornamental or common columns for canopies, porches, and carports are also included.

Fire escapes and stairs are excluded.

#### L-26 LANDSCAPING

Treat, condition, prepare, and install topsoil. Plant all decorative vegetation. Excavate, trench, backfill, and grade as necessary for installation of landscaping.

Installation of wood decks, non-loadbearing slabs, walkways, and areas using concrete, brick, stone, or gravel; and all other materials and equipment common to the industry.

Excluded are concrete slabs exceeding 400 square feet, concrete walkways exceeding 200 square feet, and masonry work over 18 inches in height.

Installation of electric wiring and related fixtures of 110 volts or less for landscaping projects is included. All electrical work is limited to exterior use, and only that work necessary to complete landscaping projects.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-27 LIGHTWEIGHT PARTITIONS

Installation of lightweight (not to exceed 14 gauge) metal wall partitions, including suspended metal ceiling grid systems, as supporting members for the application of building materials such as: application and repair of gypsum plaster, cement, acoustical plaster, or a combination of materials and aggregates, that create a permanent coating; the application of such materials over any surface which offers either a mechanical or suction type bond, sprayed, dashed, or troweled to the surface; surface sandblasting preparatory to plastering or stucco; installation of plastering accessories and lath products manufactured to provide a key or suction type bond

for the support of various type plaster coatings; and installation and repair of gypsum wall board, pointing, accessories, taping, and texturing on structures both interior and exterior.

#### L-29 (AS RESTRICTED BY THE REGISTRAR)

##### L-31 MASONRY

Installation of brick, concrete block, adobe units, stone, marble, slate, or other units and products common to the masonry industry, including mortarless type masonry products.

Installation of grout, and caulking. Tuck pointing, sand blasting, mortar washing, parging, cleaning, and welding of reinforcing steel related to masonry construction.

##### L-34 PAINTING AND WALL COVERING

Application of materials common to the painting and decorating industry for protective or decorative purposes. Includes surface preparation, caulking, sanding, and cleaning preparatory to painting.

Installation of surface coverings such as vinyls, wall papers, and cloth fabrics; decorative texturing; taping and finishing of drywall in conjunction with surface painting only.

##### L-36 PLASTERING

Application and repair of gypsum plaster, cement, acoustical plaster, or a combination of such materials and aggregates that create a permanent surface coating.

Application of materials common to the plastering industry over any surface which offers either a mechanical or suction type bond, sprayed, dashed, or troweled to a surface. This scope includes surface sandblasting preparatory to plastering or stucco.

Installation of accessories and lath products manufactured to provide a key or suction type bond for the support of various type plaster coatings. Installation of lightweight metal wall partitions, including suspended lightweight metal ceiling grid systems when the contract includes plastering.

##### L-37 PLUMBING

Installation, alteration, and repair of all plumbing when performed solely within property lines and not on public easements or right-of-ways, except as hereinafter provided.

Installation, alteration, and repair of all piping, fixtures, and appliances related to water supply, including pressure vessels and tanks (excluding municipal or related water supply systems); venting and sanitary drainage systems for all fluid, semi-fluid, and organic wastes; septic tanks and leaching lines; roof leaders; lawn sprinklers; water conditioning equipment; piping; and equipment for swimming pools.

Also included are piping, fixtures, appliances, and pressure vessels for manufactured and natural gases, compressed air and vacuum systems, petroleum, fuel oil, non-potable liquids, hot water heating, and hot water supply systems operating at pressures not exceeding 30 PSIG, or temperatures not exceeding 220° F; steam heating and steam supply systems not exceeding 15 PSIG operating pressure; gas or oil fired space heaters and furnaces, excluding duct work. Piping for water cooling systems, excluding the refrigerant piping and equipment. Testing and balancing of hydronics systems.

Sewer, gas, water lines, and connections from structure to the nearest point of public supply or disposal may cross public or private easements or be installed within private easements. Pipe installed across public property may not be increased in size, or make any other connection between the point of exit from private property to the point of connection at public supply or disposal. These lines shall not be installed parallel to main lines in public easements or right-of-ways.

##### L-38 SIGNS

Fabricate, install, repair, and service indoor or outdoor signs, displays, and sign devices attached to, or painted on a structure for the purpose of display, advertising or direction, including painting for background and decorative purposes; sign supports and accessories; flagpoles; electrical wiring directly connecting signs, displays, and sign devices to the first adequate power outlet accessible and adjacent to the sign, display, or sign device.

##### L-39 AIR CONDITIONING AND REFRIGERATION

Installation, alteration, and repair of refrigeration and evaporative cooling systems.

Installation, alteration, and repair of heating systems of "wet", "dry" or radiant type. "Wet" systems include steam or hot water boilers and coils, or baseboard convectors, and are limited to 30 PSIG operating pressure of 220° F for hot water and 15 PSIG operating pressure for steam. Dry systems include gas fired furnaces and space heaters.

Installation, alteration, and repair of ventilation systems includes duct work, air filtering devices, water treatment devices, pneumatic or electrical controls, and control piping. Thermal and acoustical insulation, vibration isolation materials and devices, liquid fuel piping and tanks, water and gas piping from service connection to the equipment it serves. Testing and balancing of refrigerant, cooling, heating circuits, and air handling systems.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

##### L-40 INSULATION

Installation, alteration, and repair of insulation materials for the non-mechanical control of heat, sound, and moisture for use in the construction of structures and equipment.

Includes installation methods and devices such as supports, fastening systems, adhesives, mastics, plastics, and material used for the preparation of insulation work and common to the industry.

Application and installation of materials to protect or finish insulated surfaces.

##### L-41 SEPTIC TANKS & SYSTEMS

Installation, alteration, and repair of septic tanks, aerobic digesters and leaching fields, excavation for tanks, leaching systems and piping, pipe laying for septic systems, and connection to the structure the system serves. Also included is backfilling and compaction in connection with this work.

##### L-42 ROOFING

Installation and repair of materials common to the industry that form a watertight, weather resistant surface for roofs and decks.

Included is sheet metal when installed in conjunction with a roofing project, application of protective and reflective roof and deck coatings, application of dampproofing or waterproofing, and installation of roof insulation panels and other roof insulation systems above roof deck.

#### L-44 IRRIGATION SYSTEMS

Excavate, trench, bore, backfill, and grade as necessary for installation of irrigation systems.

Installation, repair, and maintenance of irrigation systems to distribute water for the purpose of irrigation, dust and soil erosion control, using equipment, materials and fittings common to the industry. This includes electrical control panels and apparatus which are an integral part of the irrigation system.

Installation of backflow prevention devices, hose bibs, service lines and connections to potable water lines from source of supply are permitted only when they are an integral part of the irrigation system.

Installation of electric wiring and related fixtures of 110 volts or less for irrigation projects is included. All electrical work is limited to exterior use and only that work necessary to complete an irrigation project.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-45 SHEET METAL

Fabrication, installation, and repair of architectural and general products made of sheet metal common to the trade.

Includes layout, cutting, fabrication, and installation of sheet metal products; assembly and installation of premanufactured sheet metal products; facsimile items such as plastic skylights and fiberglass ducts and fittings; and bracing and reinforcing materials.

#### L-48 CERAMIC, PLASTIC AND METAL TILE

Installation and repair of non-structural bearing clay, glass, mosaics, metal, plastic, marble, terrazzo, slate, and other cement types of tile common to the industry installed for sanitary and decorative purposes; and setting of accessories and decorative inserts of various materials applied to surfaces by conventional methods.

Placing setting beds, laying, cutting, setting, and grouting tile used for all interior and exterior structure surfaces.

Includes caulking and installing various types of expansion joints and divider strips within and abutting tile work. Installation of shower doors and tub enclosures are included when a part of the original contract.

#### L-49 COMMERCIAL, INDUSTRIAL REFRIGERATION

Installation, alteration, and repair of refrigeration equipment and systems used for processing, storage, and display of food products and other perishable commodities.

Includes commercial, industrial, and manufacturing processes requiring refrigeration excluding comfort air conditioning.

Systems may also include the following areas of work and related equipment: temperature, safety and capacity controls, thermal insulation, vibration isolation

materials and devices; water treatment devices; construction and installation of walk-in refrigeration boxes, liquid fuel piping and tanks, water and gas piping from equipment to service connection; and testing and balancing of refrigeration equipment and systems.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-53 WATER WELL DRILLING

Drill new water wells or deepen existing water wells by use of standard practices including the use of cable tools, compressed air percussion, rotary, air rotary, or reverse circulation rotary methods. Includes installing casing, gravel pack, perforating and sanitary seals. Repair existing wells by sand pumping, jetting, acidizing, swabbing, clean out, re-perforating, swaging, installation of annealed lines, and the removal of debris.

Includes photographing interior of wells with appropriate equipment. Installation of jet and submersible pumps; electrical pump controls and wiring from pump equipment to first readily accessible disconnect; and water line to storage or pressure tank, not to exceed 50 linear feet. Use of a test pump to develop a new well, or repair an existing well, when provided in contract, is limited to 5 horsepower.

Installation of concrete pump bases not to exceed 50 square feet.

Installation of protective fencing when included in original contract.

#### L-54 WATER CONDITIONING EQUIPMENT

Installation, repair, and maintenance of water conditioning equipment, piping, fittings, and valves necessary to connect a water conditioner unit to existing piping.

Installation and repair of indirect waste pipe carrying brine, backwash, and rinse water to the point of disposal only.

All trenching, back filling, and grading necessary for the installation of piping for a water conditioning unit only.

Installation and repair of electrical control panels (plug-in type) and apparatus of less than 25 volts or 100 watts or both (in other than hazardous locations or in raceways) and required grounding devices.

Installation of exchange tanks and necessary piping.

Installation of concrete supports for water conditioning units only.

#### L-56 WELDING

The performance of welding techniques by the use of processes common to the industry, including general onsite job layout, cutting, and assembly.

#### L-57 WRECKING

Demolition, dismantling, and removal of structures not intended for reuse, the erection of temporary ramps, barricades, and pedestrian walkways when required for a wrecking project.

The use of explosives is excluded.

#### L-58 COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING

Installation, alteration, and repair of warm air heating systems, gas fired furnaces and space heaters,

ventilation and evaporative cooling units, or any combination of these.

Systems may include the following areas of work and related equipment; duct work, air filtering devices, pneumatic or electrical controls, control piping, thermal and acoustical insulation, vibration isolation materials and devices, liquid fuel piping and tanks, water and gas piping from service connection to equipment it serves. Testing and balancing of air handling systems.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-60 FINISH CARPENTRY

Installation, alteration, repair and finishing of all millwork including cabinets, counter tops, case sash, door trim, wood flooring, and other materials common to the industry.

#### L-61 CARPENTRY, REMODELING AND REPAIRS

All rough and finish general carpentry work on new and existing structures, including installation of related hardware and accessories, without dollar limitation.

All general remodeling, additions, replacements, and repairs to existing structures, and pre-manufactured items on existing structures, except electrical, plumbing, and air conditioning system work which shall be sublet to properly licensed contractors.

A single contract for remodeling, repair, or a combination of both, shall not exceed \$50,000.

#### L-62 REINFORCING BAR AND WIRE MESH

Installation of reinforcing bar and wire mesh in preparation for placement of concrete materials, including post tensioning.

#### L-63 APPLIANCES

Installation and repair of appliances that become a fixed part of a structure, after necessary gas, electrical, or plumbing lines have been provided by properly licensed contractors.

Installation of gas lines from meter to unit only where required due to improper existing pipe size.

Connection of a mobile structure to the existing gas, plumbing, and electrical service facilities. Inspection and servicing of gas fired furnaces.

#### L-64 WOOD FLOOR LAYING AND FINISHING

Installation, replacement, and repair of wood floors using materials and methods common to the industry including preparation of subflooring.

Finishing and refinishing wood flooring by sanding and applying special surface treatment.

#### L-65 GLAZING

Assembly, installation, and replacement of glass products.

Installation of steel and aluminum glass holding members, glass products, and related hardware.

Installation of standard methods of weatherproofing, caulking, glazing, sealants, and adhesives.

#### L-67 LOW VOLTAGE COMMUNICATION SYSTEMS

Installation, service, repair, and maintenance of systems and devices of low voltage, including public address; intercommunication systems; telephone switchboards; call systems; master and program clocks (low voltage wiring and needed equipment

only); electrical teaching devices; low voltage signaling; master television antennas; closed circuit television, and alarm systems.

Installation, service, repair, and maintenance of both high and low level electronic or electrical control devices that are associated with systems of low voltage.

Erection of towers on buildings for television antennas.

#### L-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR

Installation, alteration, and repair of steam and hot water systems and boilers including solar. Also included are chimney connections, flues, refractories, burners, piping, fittings, valves, thermal insulation and accessories; fuel and water lines from source of supply to boilers; process and specialty piping and related equipment; pneumatic and electrical controls.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### L-77 PLUMBING INCLUDING SOLAR

Installation, alteration, and repair of all plumbing including solar, when performed solely within property lines and not on public easements or right-of-ways except as hereinafter provided.

Installation, alteration, and repair of all piping, fixtures and appliances related to water supply, including pressure vessels and tanks (excluding municipal or related water supply systems); venting and sanitary drainage systems for all fluid, semi-fluid, and organic wastes; septic tanks and leaching lines; roof leaders; lawn sprinkler systems; water conditioning equipment; piping and equipment for swimming pools.

Also included are piping, fixtures, appliances, and pressure vessels for manufactured and natural gases, compressed air and vacuum systems, petroleum, fuel oil, non-potable liquids, hot water heating and hot water supply systems operating at pressures not exceeding 30 PSIG or temperatures not exceeding 220° F; steam heating and steam supply systems not exceeding 15 PSIG operating pressure; gas or oil fired space heaters and furnaces excluding duct work. Piping for water cooling systems, excluding the refrigerant piping and equipment. Testing and balancing of hydronics systems.

Sewer, gas, water lines, and connections from structure to the nearest point of public supply or disposal may cross public or private easements or be installed within private easements. Pipe installed across public property may not be increased in size or make any other connection between the point of exit from private property to point of connection at public supply or disposal. These lines shall not be installed parallel to main lines in public easements or right-of-ways.

#### L-78 SOLAR PLUMBING LIQUID SYSTEMS ONLY

Installation, alteration, and repair of solar water heating systems operating at temperatures not exceeding 220° F, including thermosyphon, direct (open loop), and indirect (closed loop), but excludes air as a transfer medium.

Includes installation of collectors, storage and expansion tanks, heat exchangers, piping valves, pumps, sensors and low voltage controls which connect to existing plumbing and electrical stub-outs at the water tank location.

Installation of solar water heating systems for swimming pools which tie into and operate from the conventional pool systems, but excludes all non-solar plumbing, electrical and mechanical systems and components.

Installation of back-up and auxiliary heating systems only when such systems are included in the original contract and when such systems are an integral part of the solar collector or storage equipment.

#### L-79 AIR CONDITIONING AND REFRIGERATION INCLUDING SOLAR

Installation, alteration, and repair of refrigeration and evaporative cooling systems, including solar.

Installation, alteration, and repair of heating systems of "wet", "dry" or radiant type. "Wet" systems include steam, or hot water boilers and coils, or baseboard convectors and are limited to 30 PSIG operating pressure of 220° F for hot water and 15 PSIG operating pressure for steam. Dry systems include gas fired furnaces and space heaters.

Installation, alteration, and repair of ventilation systems.

Installation of these systems include duct work, air filtering devices, water treatment devices, pneumatic or electrical controls, and control piping. Thermal and acoustical insulation, vibration isolation materials and devices, liquid fuel piping and tanks, and water and gas piping from service connection to equipment it serves. Testing and balancing of refrigerant, cooling and heating circuits, and air handling systems.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel.

#### Historical Note

Former Rule 2. Amended effective May 20, 1975, Amended effective June 13, 1975, Amended effective August 8, 1975, Amended effective August 25, 1975 (Supp. 75-1). Amended effective January 9, 1976, subsection (B) of this Section R4-9-02 renumbered as Section R4-9-03 effective February 23, 1976 (Supp. 76-1). Amended effective October 14, 1977 (Supp. 77-5). Amended effective September 13, 1978 (Supp. 78-5). Amended by adding A-20 effective July 10, 1980; adding A-21 effective July 11, 1980; adding C-77 and C-78 effective July 28, 1980; adding C-74 and C-79 effective August 15, 1980; adding C-75 and C-80 effective August 19, 1980 (Supp. 80-4). Amended by adding A-19 effective September 5, 1980 (Supp. 80-5). Repealed effective April 18, 1984 (Supp. 84-2). New Section R4-9-02 adopted effective July 9, 1987, and renumbered as Section R4-9-102 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1).

#### R4-9-103. Residential Contractor License Classifications and Scopes of Work

A. Residential contracting license classifications. License classifications for residential contractors are as follows:

##### GENERAL RESIDENTIAL CONTRACTING

B- General Residential Contractor

B-3	General Remodeling and Repair Contractor
B-4	General Residential Engineering Contractor
B-4R	Corrosion Control
B-4R	Sport Court Accessories
B-4R	Soil Stabilization
B-5	General Swimming Pool Contractor
B-5R	Swimming Pool Covers
B-5R	Fiberglassing of Swimming Pools
B-5R	Reservoir Linings and Covers
B-5R	Factory Fabricated Pools and Accessories
B-6	General Swimming Pool Contractor, Including Solar
B-10	Pre-Manufactured Spas and Hot Tubs
<b>SPECIALTY RESIDENTIAL CONTRACTING</b>	
C-1	Acoustical Systems
C-2	Excavating, Grading and Oil Surfacing
C-3	Awnings and Canopies
C-4	Boilers, Including Solar
C-4R	Boilers
C-5	(As Restricted By The Registrar)
C-6	Swimming Pool Service and Repair
C-7	Carpentry
C-7R	Doors, Gates, Windows and Accessories
C-7R	Removable Formwork and Shoring
C-7R	Nailing and Stapling
C-8	Floor Covering
C-8R	Wood Flooring
C-8R	Carpet
C-8R	Composition Flooring
C-8R	Non-Conventional Floor Covering
C-8R	Ceramic and Clay Floor Covering
C-9	Concrete
C-9R	Gunite and Shotcrete
C-9R	Lightweight Concrete
C-9R	Fence Footings
C-9R	Pre-Cast Concrete
C-9R	Sawing, Coring, Epoxy Panels and Bonding
C-9R	Terrazzo
C-10	Drywall
C-11	Electrical
C-12	Low Voltage Communication Systems
C-13	Asphalt Paving
C-13R	Asphalt Coating and Parking Appurtenances
C-14	Fencing
C-14R	Fencing Other Than Masonry
C-15	Blasting
C-16	Fire Protection
C-16R	CO2 Dry and Wet Chemical Systems
C-17	Structural Steel and Aluminum
C-17R	Steel Floor, Sub Floor and Form Systems
C-17R	Welding
C-17R	Ornamental Metals
C-17R	Tanks
C-17R	Recreational Equipment



Registrar of Contractors

- C-18 Elevators
- C-21 Landscaping and Irrigation Systems
  - C-21R Landscaping
  - C-21R Irrigation Systems
- C-22 House Moving
  - C-22R Wrecking
- C-29 (As Restricted By The Registrar)
- C-30 Finish Carpentry
  - C-30R Kitchen and Bathroom Components
  - C-30R Doors, Windows, Gates, Tub and Shower Enclosures
  - C-30R Cultured Marble
  - C-30R Weatherstripping
- C-31 Masonry
  - C-31R Flagstone
  - C-31R Stone Masonry
- C-34 Painting and Wall Covering
  - C-34R Surface Preparation and Waterproofing
  - C-34R Wallpaper
- C-36 Plastering
  - C-36R Swimming Pool Plastering
  - C-36R Lathing
- C-37 Plumbing, Including Solar
  - C-37R Plumbing
  - C-37R Built-In Central Vacuum Systems
  - C-37R Kitchen and Bathroom Fixture Refinishing
  - C-37R Swimming Pool Plumbing and Equipment
  - C-37R Gas Piping
  - C-37R Sewers, Drains and Pipe Laying
  - C-37R Water Conditioning Equipment
  - C-37R Solar Plumbing Liquid Systems Only
- C-38 Signs
- C-39 Air Conditioning and Refrigeration, Including Solar
  - C-39R Air Conditioning and Refrigeration
  - C-39R Gas Refrigeration
  - C-39R Temperature Control Systems
  - C-39R Warm Air Heating, Evaporative Cooling and Ventilating
  - C-39R Evaporative Cooling and Ventilators
  - C-39R Pre-Coolers
- C-40 Insulation
  - C-40R Foam Insulation
- C-41 Sewage Treatment Systems
  - C-41R Precast Waste Treatment Systems
- C-42 Roofing
  - C-42R Foam and Foam Panel Roofing
  - C-42R Liquid Applied Roofing
  - C-42R Roofing Shingles and Shakes
- C-45 Sheet Metal
  - C-45R Premanufactured Fireplaces
- C-48 Ceramic, Plastic and Metal Tile
  - C-48R Swimming Pool Tile
- C-53 Drilling
- C-61 Limited Remodeling and Repair Contractor
- C-62 Minor Home Improvements

- C-63 Appliances
- C-65 Glazing
  - C-65R Skylights
  - C-65R Storm Windows and Doors
  - C-65R Mirrors
  - C-65R Window Treatment
- C-68 Mobile Home Remodeling and Repair

**B. RESIDENTIAL CONTRACTING SCOPES.** The "R" designation means that the licensee's scope of work is restricted to the description stated in the license title. The scope of work which may be done under the residential contracting license classifications is as follows:

**B- GENERAL RESIDENTIAL CONTRACTOR**  
Construction of all or any part of a residential structure or appurtenance, except for electrical, plumbing, air conditioning systems, boilers, swimming pools, spas, and roofing (except shingles and shakes) which must be subcontracted to an appropriately licensed contractor. Also included are the scopes of work in B-3 and most of the C scopes except as restricted above.

**B-3 GENERAL REMODELING AND REPAIR CONTRACTOR**  
Remodeling or repair of an existing residential structure or appurtenance except for electrical, plumbing, mechanical, boilers, swimming pools or spas which must be subcontracted to an appropriately licensed contractor. The scope of work allowed under the C-7 carpentry classification is included within this scope.

**B-4 GENERAL RESIDENTIAL ENGINEERING CONTRACTOR**  
Construction and repair of appurtenances to residential structures. This scope includes all B-4R subclassifications.

- B-4R Corrosion Control
- B-4R Sport Court Accessories
- B-4R Soil Stabilization

**B-5 GENERAL SWIMMING POOL CONTRACTOR**  
Construction and repair of swimming pools and spas. Installation of fencing around the swimming pool or spa and installation of utilities from the point of service to the pool equipment. Construction of other structures or appurtenances is excluded. This scope includes all B-5R subclassifications.

- B-5R Swimming Pool Covers
- B-5R Fiberglassing of Swimming Pools
- B-5R Reservoir Linings & Covers
- B-5R Factory Fabricated Pools & Accessories

**B-6 GENERAL SWIMMING POOL CONTRACTOR, INCLUDING SOLAR**  
The scope of work allowed in this classification is the same as B-5 (including all B-5R subclassifications) with the inclusion of solar heating devices.

**B-10 PRE-MANUFACTURED SPAS AND HOT TUBS**  
Construction and repair of spas and hot tubs. Installation of fencing around the spa or hot tub and installation of utilities from the point of service to the spa equipment are included.

**C-1 ACOUSTICAL SYSTEMS**  
Installation and repair of acoustical wall and ceiling systems, excluding electrical.

**C-2 EXCAVATING, GRADING AND OIL SURFACING**

Installation, alteration, and repair of earthen material by digging, trenching, grading, or compacting the material for a cut, fill, grade, or trench. Oil surfacing may be applied over base materials.

**C-3 AWNINGS AND CANOPIES**

Installation and repair of metal, fabric, fiberglass, and plastic window awnings, door hoods, free-standing or attached canopies, carport and patio covers.

Installation or repair of screened and paneled enclosures, not intended for use as habitable spaces, using metal panels, plastic inserts, and screen doors. A minimum of 60% of wall area of an enclosure shall be constructed of screening material.

Installation or repair of fascia panels, flashing, and skirting.

Installation or repair of exterior detached metal storage units. The placing of concrete footings and concrete slabs are permitted only when intended for patio covers, screened-in porches, and metal storage units when included in the same contract.

Excluded is any structural member which itself weighs more than six pounds per lineal foot.

All electrical, plumbing, and air conditioning systems are excluded.

**C-4 BOILERS, INCLUDING SOLAR**

Installation and repair of steam and hot water boilers.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel. This scope includes the C-4R subclassification.

C-4R Boilers

**C-5 LIMITED SPECIALTY (AS RESTRICTED BY THE REGISTRAR)****C-6 SWIMMING POOL SERVICE AND REPAIR**

Service and minor repair of residential pools and accessories, excluding plumbing connections to a potable water system, gas lines, gas chlorine systems, and electrical work beyond the first disconnect.

**C-7 CARPENTRY**

Installation and repair of rough and finish general carpentry work on new and existing structures including accessories and related hardware common to the industry. This scope includes all C-7R subclassifications.

C-7R Doors, Gates, Windows and Accessories

C-7R Removable Formwork and Shoring

C-7R Nailing and Stapling

**C-8 FLOOR COVERING**

Installation and repair of floor covering materials and accessories. This scope includes all C-8R subclassifications.

C-8R Wood Flooring

C-8R Carpet

C-8R Composition Flooring

C-8R Non-conventional Floor Covering

C-8R Ceramic and Clay Floor Covering

**C-9 CONCRETE**

Installation and repair of concrete, concrete products, and accessories common to the industry. This scope includes all C-9R subclassifications.

C-9R Gunite and Shotcrete

C-9R Lightweight Concrete

C-9R Fence Footings

C-9R Pre-Cast Concrete

C-9R Sawing, Coring, Epoxy Panels and Bonding

C-9R Terrazzo

**C-10 DRYWALL**

Installation, repair, taping, and texturing of gypsum wallboard, including lightweight non-bearing wall partitions and ceiling grid support systems for dry-wall.

**C-11 ELECTRICAL**

Installation and repair of electrical systems.

**C-12 LOW VOLTAGE COMMUNICATION SYSTEMS**

Installation and repair of low voltage alarm, intercom, telephone, call, clock and television systems, including towers and antennas.

**C-13 ASPHALT PAVING**

Installation and repair of paved areas using materials and methods common to the industry, including asphalt curbs, concrete bumper curbs, headers, and striping. This scope includes the C-13R subclassification.

C-13R Asphalt Coating and Parking Appurtenances

**C-14 FENCING**

Installation and repair of fencing and low voltage electrical fence protective devices of less than 25 volts, 100 watts, or both. Concrete masonry units cannot exceed 6 feet in height excluding footings, nor can they be used for retaining wall purposes. This scope includes the C-14R subclassification.

C-14R Fencing Other than Masonry

**C-15 BLASTING**

Use of explosives for movement of earthen materials or for demolition.

**C-16 FIRE PROTECTION SYSTEMS**

Installation and repair of approved types of fire prevention and fire protection systems including all mechanical apparatus, devices, piping, low voltage signaling systems, and equipment common to the industry. Installation of all other electrical devices, apparatus, and wiring must be subcontracted to a properly licensed contractor. This scope includes the C-16R subclassification.

C-16R CO<sub>2</sub>, Dry and Wet Chemical Systems

**C-17 STRUCTURAL STEEL AND ALUMINUM**

Installation and repair of architectural and structural shapes and members common to the industry, including reinforcing steel which may be used as structural members for buildings, equipment, and structures. This scope includes all C-17R subclassifications.

C-17R Steel Floor, Sub Floor and Form Systems

C-17R Welding

C-17R Ornamental Metals

## Registrar of Contractors

- C-17R Tanks
- C-17R Recreational Equipment
- C-17R Rebar, Post Tensioning and Wire Mesh

## C-18 ELEVATORS

Installation and repair of elevator systems.

## C-21 LANDSCAPING AND IRRIGATION SYSTEMS

Preparation and alteration of land for horticulture and arboriculture. Installation of irrigation systems and controls. Carpentry is limited to decorative fences and screens, planter boxes, and plant tubs common to the industry. Excluded are retaining walls over 3 feet, decorative walls or fences over 6 feet, perimeter walls, fences, and load bearing slabs and walkways.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel. This scope includes all C-21R subclassifications.

- C-21R Landscaping
- C-21R Irrigation Systems

## C-22 HOUSE MOVING

Disconnection of utilities is permitted, but connection of utilities and construction of foundations are not. This scope includes the C-22R subclassification.

- C-22R Wrecking

## C-29 MACHINERY (AS RESTRICTED BY THE REGISTRAR)

## C-30 FINISH CARPENTRY

Installation, repair, and finishing of cabinets, countertops, case sash, door trim, wood flooring, and other millwork. This scope includes all C-30R subclassifications.

- C-30R Kitchen and Bathroom Components
- C-30R Doors, Windows, Gates, Tub and Shower Enclosures
- C-30R Cultured Marble
- C-30R Weatherstripping

## C-31 MASONRY

Installation of, with or without mortar, stone, structural glass, brick, block, baked clay, or other products common to the industry. This scope includes all C-31R subclassifications.

- C-31R Flagstone
- C-31R Stone Masonry

## C-34 PAINTING AND WALL COVERING

Surface preparation and application of materials common to the painting and decorating industry for protective or decorative purposes or both. Wall coverings, except ceramic tile, are included. This scope includes all C-34R subclassifications.

- C-34R Surface Preparation and Waterproofing
- C-34R Wallpaper

## C-36 PLASTERING

Installation and repair of plaster materials common to the industry. Installation of lath products, including wall partitions and ceiling grids, to provide a key or suction type bond for the various types of plaster coatings. This scope includes all C-36R subclassifications.

- C-36R Swimming Pool Plastering
- C-36R Lathing

## C-37 PLUMBING, INCLUDING SOLAR

Installation and repair of water and gas piping systems, fire protection systems, and sewage treatment systems. Included are all fixtures, vents, and devices common to the industry, as well as solar applications. This scope includes all C-37R subclassifications.

- C-37R Plumbing
- C-37R Built-in Central Vacuum Systems
- C-37R Kitchen and Bathroom Fixture Refinishing
- C-37R Swimming Pool Plumbing and Equipment
- C-37R Gas Piping
- C-37R Sewers, Drains and Pipe Laying
- C-37R Water Conditioning Equipment
- C-37R Solar Plumbing Liquid Systems Only

## C-38 SIGNS

Installation and repair of signs, excluding any electrical wiring beyond the first adequate power outlet accessible and adjacent to the sign.

## C-39 AIR CONDITIONING AND REFRIGERATION, INCLUDING SOLAR

Installation and repair of comfort air conditioning systems, including refrigeration, evaporative cooling, ventilating, and heating with or without solar equipment. Installation and repair of machinery, units, accessories, refrigerator rooms, and insulated refrigerator spaces, and controls in refrigerators.

If necessary, a new circuit may be added to the existing service panel or sub-panel. Excluded is the installation of a new service panel or sub-panel. This scope includes all C-39R subclassifications.

- C-39R Air Conditioning and Refrigeration
- C-39R Gas Refrigeration
- C-39R Temperature Control Systems
- C-39R Warm Air Heating, Evaporative Cooling and Ventilating
- C-39R Evaporative Cooling and Ventilators
- C-39R Pre-Coolers

## C-40 INSULATION

Installation of insulating materials common to the industry for the purpose of temperature or sound control, excluding any exterior roofing materials such as foam and reflective coating. This scope includes the C-40R subclassification.

- C-40R Foam Insulation

## C-41 SEWAGE TREATMENT SYSTEMS

Installation and repair of sewage treatment systems, septic tanks, cesspools, and leach fields, in compliance with the requirements of the responsible Health Department. This scope includes the C-41R subclassification.

- C-41R Precast Waste Treatment Systems

## C-42 ROOFING

Installation and repair of materials common to the industry that form a water tight, weather resistant surface for roofs and decks, including all accessories, flashing, valleys, gravel stops, and roof insulation panels above the roof deck. This scope includes all C-42R subclassifications.

- C-42R Foam and Foam Panel Roofing

- C-42R Liquid Applied Roofing  
C-42R Roofing Shingles and Shakes
- C-45 SHEET METAL**  
Installation and repair of sheet metal, aluminum, plastic, and fiberglass products common to the industry. This scope includes the C-45R subclassification.
- C-45R Premanufactured Fireplaces
- C-48 CERAMIC, PLASTIC AND METAL TILE**  
Installation and repair of ceramic and facsimile tile products common to the industry. This scope includes the C-48R subclassification.
- C-48R Swimming Pool Tile
- C-53 DRILLING**  
Installation and repair of wells, including test boring, exploratory drilling and all materials and devices common to the industry.
- C-61 LIMITED REMODELING AND REPAIR CONTRACTOR**  
Remodeling or repairs to existing structures or appurtenances, excluding swimming pools or spas, not to exceed \$25,000 per project per dwelling. Work on electrical, plumbing, air conditioning systems, or boilers that require a building permit must be subcontracted to an appropriately licensed contractor. The scope of work allowed under the C-7 carpentry classification is included.
- C-62 MINOR HOME IMPROVEMENTS**  
Remodeling, repairs, and improvements to existing structures or appurtenances not to exceed \$2,500 for labor and materials per project per dwelling or appurtenance. The minor home improvement contractor shall not perform structural work to any existing structures or appurtenances, including load bearing masonry or concrete work (with the exception of on-grade flat work), and load bearing carpentry work (with the exception of patio or porch covers). All electrical, plumbing, air conditioning, heating, boiler, and roofing work shall be performed by an appropriately licensed contractor.
- C-63 APPLIANCES**  
Installation and repair of appliances. Included is the connection of a mobile home to existing gas, plumbing, and electrical services.
- C-65 GLAZING**  
Installation and repair of glass, glass products, plastics, frames, holding members, and all materials common to the industry. This scope includes all C-65R subclassifications.
- C-65R Skylights  
C-65R Storm Windows and Doors  
C-65R Mirrors  
C-65R Window Treatment
- C-68 MOBILE HOME REMODELING AND REPAIR**  
Repair or remodeling of mobile homes. Site work is excluded, as well as remodeling which will increase floor area.

**Historical Note**

Former Rule 3. Amended effective May 20, 1975,  
Amended effective June 13, 1975, Amended effective  
August 8, 1975, Amended effective August 25, 1975

(Supp. 75-1). Amended effective January 9, 1976, subsection (B) of former Section R4-9-02 renumbered as Section R4-9-03 effective February 23, 1976 (Supp. 76-1). Amended effective March 11, 1976 (Supp. 76-2). Correction, Historical Note for Supp. 76-1 should read former Section R4-9-03 repealed, new Section R4-9-03 adopted effective February 23, 1975 (Supp. 76-4). Amended effective November 23, 1976 (Supp. 76-5). Amended effective October 14, 1977 (Supp. 77-5). C-4 and C-37 amended effective December 9, 1977 (Supp. 77-6). Correction, Historical Note for Supp. 76-4 should read former Section R4-9-03 repealed, new Section R4-9-03 adopted effective February 23, 1976 (Supp. 78-1). Amended effective September 13, 1978 (Supp. 78-5). Amended effective April 2, 1979 (Supp. 79-2). Amended effective November 21, 1979 (Supp. 79-6). Amended effective July 10, 1980 (Supp. 80-4). Amended effective July 11, 1980 (Supp. 80-4). Amended effective July 28, 1980 (Supp. 80-4). Amending effective August 15, 1980 (Supp. 80-4). Amended effective August 19, 1980 (Supp. 80-4). Amended effective September 5, 1980 (Supp. 80-5). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-03 renumbered without change as Section R4-9-103 (Supp. 87-3). Amended effective September 13, 1989 (Supp. 89-3). Amended effective January 20, 1998 (Supp. 98-1). Amended to correct typographical errors (Supp. 99-4).

**R4-9-104. Dual License Contracting Classifications and Scopes of Work**

**A.** Dual license contracting classifications. License classifications for dual contractors are as follows:

**GENERAL DUAL ENGINEERING CONTRACTING**

- KA- Dual Engineering  
KA-5 Dual Swimming Pool Contractor  
KA-6 Dual Swimming Pool Contractor  
Including Solar  
KE- (As restricted by Registrar)

**GENERAL DUAL LICENSE CONTRACTING**

- KB-1 Dual Building Contractor  
KB-2 Dual Residential and Small Commercial  
KO- (As restricted by Registrar)

**SPECIALTY DUAL LICENSE CONTRACTING**

- K-1 Acoustical Systems  
K-2 Excavating, Grading and Oil Surfacing  
K-3 Awnings, Canopies, Carport and  
Patio Covers  
K-4 Boilers, Steamfitting and Process Piping  
(As restricted by Registrar)  
K-5 Swimming Pool Service and Repair  
K-6 Carpentry  
K-7 Floor Covering  
K-8 Concrete  
K-9 Drywall  
K-10 Electrical  
K-11 Elevators  
K-12 Carpet  
K-13 Fencing  
K-14 Blasting  
K-15 Fire Protection Systems  
K-16 Steel and Aluminum Erection  
K-21 Landscaping and Irrigation Systems  
K-24 Ornamental Metal  
K-26 Landscaping  
K-29 Machinery (As restricted by Registrar)  
K-31 Masonry

## Registrar of Contractors

- K-34 Painting
- K-36 Plastering
- K-37 Plumbing
- K-38 Signs
- K-39 Air Conditioning, Refrigeration and Heating
- K-40 Insulation
- K-41 Septic Tanks and Systems
- K-42 Roofing
- K-44 Irrigation Systems
- K-45 Sheet Metal
- K-48 Ceramic, Plastic and Metal Tile
- K-53 Water Well Drilling
- K-54 Water Conditioning Equipment
- K-56 Welding
- K-57 Wrecking
- K-58 Comfort Heating, Ventilating, Evaporative Cooling
- K-60 Finish Carpentry
- K-61 Carpentry, Remodeling and Repairs
- K-62 Reinforcing Bar and Wire Mesh
- K-63 Appliances
- K-64 Wood Floor Laying and Finishing
- K-65 Glazing
- K-66 Seal Coating
- K-67 Low Voltage Communication Systems
- K-69 Asphalt Paving
- K-74 Boilers, Steamfitting and Process Piping, including Solar
- K-77 Plumbing including Solar
- K-78 Solar Plumbing Liquid Systems Only
- K-79 Air Conditioning and Refrigeration including Solar
- K-80 Sewers, Drains and Pipe Laying

**B. Dual license contracting scopes. The scope of work which may be done under the dual license contracting classifications allow a contractor to combine commercial and residential contracting licenses in one license. These classifications are as follows:**

**KA- DUAL ENGINEERING**

This classification allows the scope of work permitted by the commercial A- General Engineering and the B-4 General Residential Engineering licenses.

**KA-5 DUAL SWIMMING POOL CONTRACTOR**

This classification allows the scope of work permitted by the commercial A-9 Swimming Pools and the residential B-5 General Swimming Pool licenses.

**KA-6 DUAL SWIMMING POOL CONTRACTOR INCLUDING SOLAR**

This classification allows the scope of work permitted by the commercial A-19 Swimming Pools, Including Solar and the residential B-6 General Swimming Pools, Including Solar licenses.

**KE- (AS RESTRICTED BY REGISTRAR)**

**KB-1 DUAL BUILDING CONTRACTOR**

This classification allows the scope of work permitted by the B-1 General Commercial Contractor and the B- General Residential Contractor licenses.

**KB-2 DUAL RESIDENTIAL AND SMALL COMMERCIAL**

This classification allows the scope of work permitted by the B-2 General Small Commercial and the B- General Residential Contractor licenses.

**KO- (AS RESTRICTED BY REGISTRAR)**

**K-1 ACOUSTICAL SYSTEMS**

This classification allows the scope of work permitted by the commercial L-1 Acoustical Systems and the residential C-1 Acoustical Systems licenses.

**K-2 EXCAVATING, GRADING AND OIL SURFACING**

This classification allows the scope of work permitted by the commercial A-5 Excavating, Grading, and Oil Surfacing and the residential C-2 Excavating, Grading, and Oil Surfacing licenses.

**K-3 AWNINGS, CANOPIES, CARPORT AND PATIO COVERS**

This classification allows the scope of work permitted by the commercial L-3 Awnings, Canopies and Carports and Patio Covers and the residential C-3 Awnings and Canopies licenses.

**K-4 BOILERS, STEAMFITTING AND PROCESS PIPING**

This classification allows the scope of work permitted by the commercial L-4 Boilers, Steamfitting and Process Piping and the residential C-4R Boilers licenses.

**K-5 (AS RESTRICTED BY REGISTRAR)**

**K-6 SWIMMING POOL SERVICE AND REPAIR**

This classification allows the scope of work permitted by the commercial L-6 Swimming Pool Service and Repair and the residential C-6 Swimming Pool Service and Repair licenses.

**K-7 CARPENTRY**

This classification allows the scope of work permitted by the commercial L-7 Carpentry and the residential C-7 Carpentry licenses.

**K-8 FLOOR COVERING**

This classification allows the scope of work permitted by the commercial L-8 Floor Covering and the residential C-8 Floor Covering licenses.

**K-9 CONCRETE**

This classification allows the scope of work permitted by the commercial L-9 Concrete and the residential C-9 Concrete licenses.

**K-10 DRYWALL**

This classification allows the scope of work permitted by the commercial L-10 Drywall and the residential C-10 Drywall licenses.

**K-11 ELECTRICAL**

This classification allows the scope of work permitted by the commercial L-11 Electrical and residential C-11 Electrical licenses.

**K-12 ELEVATORS**

This classification allows the scope of work permitted by the commercial L-12 Elevators and the residential C-18 Elevators licenses.

**K-13 CARPET**

This classification allows the scope of work permitted by the commercial L-13 Carpets and the residential C-8R Carpet licenses.

**K-14 FENCING**

This classification allows the scope of work permitted

ted by the commercial L-14 Fencing and the residential C-14 Fencing licenses.

**K-15 BLASTING**

This classification allows the scope of work permitted by the commercial A-3 Blasting and the residential C-15 Blasting licenses.

**K-16 FIRE PROTECTION SYSTEMS**

This classification allows the scope of work permitted by the commercial L-16 Fire Protection Systems and the residential C-16 Fire Protection licenses.

**K-17 STEEL AND ALUMINUM ERECTION**

This classification allows the scope of work permitted by the commercial A-11 Steel and Aluminum Erection and the residential C-17 Structural Steel and Aluminum licenses.

**K-21 LANDSCAPING AND IRRIGATION SYSTEMS**

This classification allows the scope of work permitted by the commercial A-21 Landscaping and Irrigation Systems and the residential C-21 Landscaping and Irrigation Systems licenses.

**K-24 ORNAMENTAL METALS**

This classification allows the scope of work permitted by the commercial L-24 Ornamental Metals and the residential C-17R Ornamental Metals licenses.

**K-26 LANDSCAPING**

This classification allows the scope of work permitted by the commercial L-26 Landscaping and the residential C-21R Landscaping licenses.

**K-29 MACHINERY (AS RESTRICTED BY THE REGISTRAR)****K-31 MASONRY**

This classification allows the scope of work permitted by the commercial L-31 Masonry and the residential C-31 Masonry licenses.

**K-34 PAINTING**

This classification allows the scope of work permitted by the commercial L-34 Painting and Wallcovering and the residential C-34 Painting and Wallcovering licenses.

**K-36 PLASTERING**

This classification allows the scope of work permitted by the commercial L-36 Plastering and the residential C-36 Plastering licenses.

**K-37 PLUMBING**

This classification allows the scope of work permitted by the commercial L-37 Plumbing and the residential C-37R Plumbing licenses.

**K-38 SIGNS**

This classification allows the scope of work permitted by the commercial L-38 Signs and the residential C-38 Signs licenses.

**K-39 AIR CONDITIONING AND REFRIGERATION**

This classification allows the scope of work permitted by the commercial L-39 Air Conditioning and Refrigeration and the residential C-39R Air Conditioning and Refrigeration licenses.

**K-40 INSULATION**

This classification allows the scope of work permitted by the commercial L-40 Insulation and the resi-

dential C-40 Insulation licenses.

**K-41 SEPTIC TANKS AND SYSTEMS**

This classification allows the scope of work permitted by the commercial L-41 Septic Tanks and Systems and the residential C-41 Sewage Treatment and Systems licenses.

**K-42 ROOFING**

This classification allows the scope of work permitted by the commercial L-42 Roofing and the residential C-42 Roofing licenses.

**K-44 IRRIGATION SYSTEMS**

This classification allows the scope of work permitted by the commercial L-44 Irrigation Systems and the residential C-21R Irrigation Systems licenses.

**K-45 SHEET METAL**

This classification allows the scope of work permitted by the commercial L-45 Sheet Metal and the residential C-45 Sheet Metal licenses.

**K-48 CERAMIC, PLASTIC AND METAL TILE**

This classification allows the scope of work permitted by the commercial L-48 Ceramic, Plastic and Metal Tile and the residential C-48 Ceramic, Plastic and Metal Tile licenses.

**K-53 WATER WELL DRILLING**

This classification allows the scope of work permitted by the commercial L-53 Water Well Drilling and the residential C-53 Drilling licenses.

**K-54 WATER CONDITIONING EQUIPMENT**

This classification allows the scope of work permitted by the commercial L-54 Water Conditioning Equipment and the residential C-37R Water Conditioning Equipment licenses.

**K-56 WELDING**

This classification allows the scope of work permitted by the commercial L-56 Welding and the residential C-17R Welding licenses.

**K-57 WRECKING**

This classification allows the scope of work permitted by the commercial L-57 Wrecking and the residential C-22R Wrecking licenses.

**K-58 COMFORT HEATING, VENTILATING, EVAPORATIVE COOLING**

This classification allows the scope of work permitted by the commercial L-58 Comfort Heating, Ventilating, Evaporative Cooling and the residential C-39R Warm Air Heating, Evaporative Cooling, and Ventilating licenses.

**K-60 FINISH CARPENTRY**

This classification allows the scope of work permitted by the commercial L-60 Finish Carpentry and the residential C-30 Finish Carpentry licenses.

**K-61 CARPENTRY, REMODELING AND REPAIRS**

This classification allows the scope of work permitted by the commercial L-61 Carpentry, Remodeling and Repairs and the residential C-61 Limited Remodeling and Repair Contractor licenses.

**K-62 REINFORCING BAR AND WIRE MESH**

This classification allows the scope of work permitted by the commercial L-62 Steel Reinforcing Bar and Wire Mesh and the residential C-17R Rebar and

## Registrar of Contractors

Wire Mesh licenses.

**K-63 APPLIANCES**

This classification allows the scope of work permitted by the commercial L-63 Appliances and the residential C-63 Appliances licenses.

**K-64 WOOD FLOOR LAYING AND FINISHING**

This classification allows the scope of work permitted by the commercial L-64 Wood Floor Laying and Finishing and the residential C-8R Wood Flooring licenses.

**K-65 GLAZING**

This classification allows the scope of work permitted by the commercial L-65 Glazing and the residential C-65 Glazing licenses.

**K-66 SEAL COATING**

This classification allows the scope of work permitted by the commercial A-15 Seal Coating and the residential C-13R Asphalt Coating and Parking Appurtenances licenses.

**K-67 LOW VOLTAGE COMMUNICATION SYSTEMS**

This classification allows the scope of work permitted by the commercial L-67 Low Voltage Communications Systems and the residential C-12 Low Voltage Communication Systems licenses.

**K-69 ASPHALT PAVING**

This classification allows the scope of work permitted by the commercial A-14 Asphalt Paving and the residential C-13 Asphalt Paving licenses.

**K-74 BOILERS, STEAMFITTING AND PROCESS PIPING, INCLUDING SOLAR**

This classification allows the scope of work permitted by the commercial L-74 Boilers, Steamfitting and Process Piping, Including Solar and the residential C-4 Boilers Including Solar licenses.

**K-77 PLUMBING INCLUDING SOLAR**

This classification allows the scope of work permitted by the commercial L-77 Plumbing Including Solar and the residential C-37 Plumbing Including Solar licenses.

**K-78 SOLAR PLUMBING LIQUID SYSTEMS ONLY**

This classification allows the scope of work permitted by the commercial L-78 Solar Plumbing Liquid Systems Only and the residential C-37R Solar Plumbing Liquid Systems Only licenses.

**K-79 AIR CONDITIONING AND REFRIGERATION INCLUDING SOLAR**

This classification allows the scope of work permitted by the commercial L-79 Air Conditioning and Refrigeration Including Solar and the residential C-39 Air Conditioning and Refrigeration Including Solar licenses.

**K-80 SEWERS, DRAINS AND PIPE LAYING**

This classification allows the scope of work permitted by the commercial A-12 Sewers, Drains, and Pipe Laying and the residential C-37R Sewers, Drains and Pipe Laying licenses.

**Historical Note**

Former Section R4-9-04 repealed, new Section R4-9-04 adopted effective February 23, 1976 (Supp. 76-1).

Amended effective April 18, 1984 (Supp. 84-2).

Amended subsection (A) effective July 9, 1987 (Supp. 87-3). Former Section R4-9-04 renumbered as Section R4-9-104 (Supp. 87-3). Former Section R4-9-104 renumbered to R4-9-105 and amended; new Section R4-9-104 adopted effective January 20, 1998 (Supp. 98-1).

Amended to correct typographical errors (Supp. 99-4).

**R4-9-105. Restricted License Classifications**

- A.** A restricted license is a specialty or general license that confines the scope of allowable contracting work to a specialized area of construction which the Registrar of Contractors grants on a case-by-case basis. The restricted licenses classifications are AE, KE, KO, BE, C-5, K-5, L-5, K-29 or L-29. The Registrar assigns a restricted license classification based upon the nature and complexity of the work, the degree of unusual expertise involved and the applicability of existing classifications to the specialized area of construction.
- B.** When applying for a restricted license classification an applicant, if requested, shall submit to the Registrar the following:
  1. A detailed statement of the type and scope of contracting work that the applicant proposes to perform.
  2. Any brochures, catalogs, photographs, diagrams, or other material, which the applicant has, that will further clarify the scope of the work that the applicant proposes to perform.
- C.** The Registrar shall determine the classification of the restricted license and notify the applicant of the classification. The applicant must then apply for the restricted license according to the Registrar of Contractor's application process in accordance with A.R.S. § 32-1122.
- D.** A contractor issued a restricted license shall confine the contractor's activities to the field and scope of operations as described in the license classification.

**Historical Note**

Former Section R4-9-05 repealed, new Section R4-9-05 adopted effective February 23, 1976 (Supp. 76-1).

Amended effective July 9, 1987 (Supp. 87-3). Former Section R4-9-05 renumbered without change as Section R4-9-105 (Supp. 87-3). Former Section R4-9-105 renumbered to R4-9-106 and amended; new Section R4-9-105 renumbered from R4-9-104 and amended effective January 20, 1998 (Supp. 98-1).

**R4-9-106. Examinations**

Examinations are given weekly or more often as prescribed by the Registrar. Unless otherwise exempt the applicant's qualifying party must take and pass the appropriate examination with a passing grade of at least 70% for each examination taken.

**Historical Note**

New Section R4-9-106 renumbered from R4-9-105 and amended effective January 20, 1998 (Supp. 98-1).

**R4-9-107. Repealed****Historical Note**

Former Rule 7. Former Section R4-9-07 repealed, new Section R4-9-07 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-07 repealed, new Section R4-9-07 adopted effective April 18, 1984 (Supp. 84-2). Former Section R4-9-07 renumbered without change as Section R4-9-107 (Supp. 87-3). Repealed effective October 22, 1992 (Supp. 92-4).

**R4-9-108. Workmanship Standards**

- A.** A contractor shall perform all work in a professional and workmanlike manner.

- B. A contractor shall perform all work in accordance with any applicable building codes and professional industry standards.
- C. All work performed by a contractor in a county, city, or town that has not adopted building codes or where any adopted building codes do not contain specific provisions applicable to that aspect of construction work shall be performed in accordance with professional industry standards.

**Historical Note**

Former Rule 8. Former Section R4-9-08 repealed, new Section R4-9-08 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 18, 1979 (Supp. 79-5). Amended subsection (C) effective April 23, 1981 (Supp. 81-2). Amended subsection (C) effective April 18, 1984 (Supp. 84-2). Former Section R4-9-08 renumbered without change as Section R4-9-108 (Supp. 87-3). Amended effective April 20, 1993 (Supp. 93-2). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 9 A.A.R. 5028, effective January 3, 2004 (Supp. 03-4).

**R4-9-109. Name of Licensee or Applicant**

- A. A licensee shall do business under the name on the license issued and ensure that the same name is used on the license bond.
- B. If a corporation is doing business in the name of a division or using a trade name, the corporation shall ensure that all names are shown on any application.
- C. If applying for a license or a name change, a corporation shall submit written evidence that it is in good standing or that the new name has been filed with the Arizona Corporation Commission.
- D. The Registrar shall grant a request for name change if there is no change in the legal entity, the name is available, and the request is submitted in writing, together with the required license fee and a cash deposit or bond rider that reflects the name change.
- E. The Registrar may elect to reject an application, refuse to issue a license, or deny the name change of an existing license, based on a review of whether the proposed name is identical or so similar to that of an existing licensee or license applicant that it may cause confusion.
- F. The Registrar shall not accept an application or issue a license if it contains the name of a building trade or craft for which the contractor is not qualified.

**Historical Note**

Former Rule 9. Former Section R4-9-09 repealed, new Section R4-9-09 adopted effective February 23, 1976 (Supp. 76-1). Amended effective September 27, 1976 (Supp. 76-4). Amended subsections (B), (C), and (D) effective April 18, 1984 (Supp. 84-2). Former Section R4-9-09 renumbered without change as Section R4-9-109 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

**R4-9-110. Change of Legal Entity and Cancellation of License**

- A. A licensee shall submit an application for a new license if there is any change in the legal entity. For example: a change in ownership of a sole proprietorship, a change of partner in a partnership, or the creation of a new corporate entity.
- B. A license may be cancelled upon the written request of the owner of a sole proprietorship, a partner of a partnership, or in the case of a corporation or a limited liability company any person with written evidence of authority to cancel the license.

**Historical Note**

Former Rule 10. Former Section R4-9-10 repealed, new Section R4-9-10 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-10 renumbered without change as Section R4-9-110 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

**R4-9-111. Repealed****Historical Note**

Former Rule 11. Former Section R4-9-11 repealed effective February 23, 1976 (Supp. 76-1). Adopted effective July 26, 1976 (Supp. 76-4). Amended effective April 18, 1979 (Supp. 84-2). Correction: Previous Historical Note should read: "Amended effective April 18, 1984"; Former Section R4-9-11 renumbered without change as Section R4-9-111 (Supp. 87-3). Repealed effective January 20, 1998 (Supp. 98-1).

**R4-9-112. Bond Limits; Applications; Renewals; Increases and Decreases of Bond Amounts; Effective Date of Bond and Deposits**

- A. Bond limits. In accordance with the provisions of A.R.S. § 32-1152, license bonds are established in the following amounts, based upon the estimated annual volume of work anticipated by the contractor within the State of Arizona for the ensuing fiscal year:

License Category	Estimated Annual Volume (Per License Category)	Bond Amount
1. General Commercial Contracting and Engineering Contracting	Less than \$150,000	\$5,000
	\$150,000 or more, but less than \$500,000	\$10,000
	\$500,000 or more, but less than \$1,000,000	\$15,000
	\$1,000,000 or more, but less than \$5,000,000	\$40,000
	\$5,000,000 or more, but less than \$10,000,000	\$65,000
2. Specialty Commercial Contracting	\$10,000,000 or more	\$90,000
	Less than \$150,000	\$2,500
	\$150,000 or more, but less than \$500,000	\$5,000
	\$500,000 or more, but less than \$1,000,000	\$10,000
	\$1,000,000 or more, but less than \$5,000,000	\$20,000
3. General Residential Contracting	\$5,000,000 or more, but less than \$10,000,000	\$32,500
	\$10,000,000 or more	\$45,000
	Less than \$150,000	\$5,000
	\$150,000 or more, but less than \$750,000	\$9,000
	\$750,000 or more	\$15,000



Registrar of Contractors

4. Specialty Residential Contracting	Less than \$100,000	\$1,000
	\$100,000 or more, but less than \$375,000	\$4,250
	\$375,000 or more	\$7,500

5. General Dual License Contracting. The amount of a General Dual License Contracting bond is determined under subsection (A)(3), based on the contractor's estimated volume of general residential contracting, and subsection (A)(1), based on the contractor's estimated volume of general commercial contracting. The contractor shall ensure that the bond issuer separately specifies on the bond the bond amounts applicable to general residential contracting and general commercial contracting.

6. Specialty Dual License Contracting. The amount of a Specialty Dual license Contracting bond is determined under subsection (A)(4), based on the contractor's estimated volume of specialty residential contracting, and subsection (A)(2), based on the contractor's estimated volume of specialty commercial contracting. The contractor shall ensure that the bond issuer separately specifies on the bond the bond amounts applicable to specialty residential contracting and specialty commercial contracting.

B. New licenses. On an application for a new license for any license category listed above, an applicant shall estimate the applicant's annual volume of work within the state of Arizona and comply with the bond requirements of this Section for the relevant category of license. The Registrar considers the filing of a bond or deposit in a specified amount to be the equivalent of submitting a volume estimate within the dollar limitations applicable for the bond amount.

C. Renewal. To renew a license an applicant shall complete a form provided by the Registrar of Contractors. If the contractor files a new bond or continues a bond or deposit in a specified amount, the Registrar considers these actions to be the equivalent of submitting a volume estimate within the dollar limitations applicable for the bond amount. The Registrar of Contractors is not responsible for over or under estimates of volume of work made by the licensee or for the sufficiency of any bond or deposit. The Registrar considers a gross underestimate knowingly made by a licensee to be a material misrepresentation, which can subject the licensee to suspension or revocation of license.

D. Increases and decreases of bond amounts. Based on the actual amount of the contractor's gross volume of work, a contractor may increase the bond amount at any time. A surety bond or cash deposit in lieu of a bond cannot be decreased except at the time of license renewal.

E. Effective date of bonds and deposits. A license bond or cash deposit is not effective until the licensee files it at a Registrar of Contractors office. If a license bond is filed before the effective date indicated on the bond, the bond becomes effective on the indicated date.

**Historical Note**

Former Rule 12. Former Section R4-9-12 repealed, new Section R4-9-12 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 17, 1978 (Supp. 78-5). Amended subsection (C) effective August 15, 1980 (Supp. 80-4). Amended subsections (A), (B), and (C) effective July 9, 1987; former Section R4-9-12 renumbered as Section R4-9-112 (Supp. 87-3). Amended effective January 20, 1998 (Supp. 98-1). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

**R4-9-113. Application Process**

A. In accordance with the provisions of A.R.S. § 32-1122 an applicant for licensure shall submit a verified application on form prescribed by the Registrar of Contractors.

B. The Registrar shall review an application for administrative completeness and mail a written notice within 40 days from the date of receipt.

1. If no deficiencies are found in the application, the Registrar shall mail a written notice of completeness to the applicant.

2. If deficiencies are found in the application, the Registrar shall mail a written request for additional information specifically delineating the deficiencies to the applicant. The 40-day time-frame for the Registrar to finish the review for completeness is suspended from the date the notice of deficiencies is mailed until the applicant provides the Registrar with all requested information.

C. The applicant shall submit all of the deficient information required, or request an extension of time, within 30 days of the date of mailing of the notice of deficiencies.

1. If the applicant requests an extension of time, that request shall be submitted in writing and be signed by a principal on the application. The request shall specify the reason for the request and why the applicant believes that the applicant will be able to submit the information within 60 days of the date of mailing the notice of deficiencies.

2. The Registrar shall grant the request for an extension if the Registrar determines that there is a reasonable likelihood that the applicant will be able to submit all information by the end of the extension.

3. The Registrar shall mail its decision to grant or deny an extension to the applicant within 15 days of receipt of the request. If an extension is granted, it shall not exceed 60 days from the date of the mailing of the notice of deficiencies. If an extension is denied, the notice shall contain an explanation of the reason for denial.

4. If the applicant does not provide the Registrar with the required information within 30 days from the date of the notice of deficiencies, or 60 days from the date of the notice of deficiencies if the Agency granted the applicant an extension of time, the Agency shall return the application.

D. The Agency shall complete a substantive review of the applicant's qualifications and grant, deny, or mail a written notice of deficiencies within 20 days after expiration of the administrative completeness review.

1. If the Registrar finds deficiencies during the substantive review of the application, the Registrar shall mail a written request for additional information to the applicant. The applicant shall have 15 days from the date of mailing of the notice of deficiencies to provide the missing information.

2. The 20 day time-frame for a substantive review shall be suspended from the date of mailing the request for additional information until the applicant provides the Registrar with all requested information.

3. Within 15 days of the date of mailing of the notice of deficiencies, the applicant may mail a request for an extension of time not to exceed 30 days from the date of the mailing of the notice of deficiencies. The applicant's request must be in writing and signed by a principal on the application.

4. If the applicant does not provide the Registrar with the required information within 15 days of the date of mailing the notice of deficiencies, or request an extension of time, the Registrar shall deny the application.

5. The Registrar shall mail written notice to the applicant of the Registrar's decision to grant or deny an extension. If an extension is granted, it shall not exceed 30 days from the date of mailing the notice of deficiencies. If an extension is denied, such notice shall contain an explanation of the reason for denial.
6. If the applicant does not qualify for licensure the Registrar shall deny the application and mail a written notice of the Registrar action to the applicant pursuant to A.R.S. § 41-1076.
- E. For purposes of A.R.S. § 41-1072 et seq., the Registrar establishes the following time-frames for issuance of a contractors license.
  1. Administrative completeness review time-frame: 40 days
  2. Substantive review time-frame: 20 days
  3. Overall agency time-frame: 60 days (These time-frames do not include extensions granted to the applicant to respond pursuant to subsections (C)(2) and (D)(5)).
- F. For the purpose of this Section, 1st-class mail sent to the address on the application shall serve as legal notice.
- G. In computing any period of time prescribed or allowed by this Section, the day of the act, event or default from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.
- H. Notwithstanding any provisions of this Section the applicant may apply to the Registrar in writing to withdraw a license application and fees any time before issuance or denial.

#### Historical Note

Adopted effective January 20, 1998 (Supp. 98-1).

#### R4-9-114. Reserved

#### R4-9-115. Posting

- A. The Registrar shall not issue a license until expiration of the posting period in A.R.S. § 32-1104(C).
- B. Persons that have previously undergone the 20-day posting period may appeal to the Registrar in writing for a reduction of the 20-day posting period.
- C. If the Registrar determines that an applicant is not qualified for a license, based on information available to the Registrar before the license is issued, the Registrar shall deny or reject the license application. If the application is denied, the Registrar shall notify the applicant about the denial and the applicant may request a hearing in accordance with the provisions of A.R.S. Title 41, Chapter 6, Article 10.

#### Historical Note

Former Rule 15. Former Section R4-9-15 repealed, new Section R4-9-15 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-15 renumbered without change as Section R4-9-115 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

#### R4-9-116. License Renewal

- A. To renew a license, a licensee shall submit the following information to the Registrar and advise the Registrar of any change in the information within 30 days of the change:
  1. If the licensee is a corporation or a limited liability company, evidence that the entity is in good standing with the Arizona Corporation Commission.
  2. The licensee's current privilege license number, issued under A.R.S. § 42-5005.
- B. A licensee shall renew each license on or before the renewal date. Failure to comply results in suspension of the license on

the day following the renewal date by operation of law. The Registrar shall collect a \$50.00 late fee if renewal is completed after the renewal date. Based on the severity of the violation, the Registrar may refuse to renew a license after determining that a licensee has committed or been found guilty of any act listed in A.R.S. § 32-1154(A).

- C. To renew a contracting license, a licensee shall submit an application for renewal to the Registrar, accompanied by the required renewal fee. Timely submission of an application is evidenced by the date stamped on the documents by the Registrar or the date on "postage prepaid" documents if the submission is deposited in the United States mail, postage prepaid, on or before the renewal date. Timely submission authorizes the licensee to operate as a contractor until actual issuance of the renewal license.
- D. If a license has been suspended by operation of law for failure to renew, a licensee may still renew the license within one year of its suspension by submitting an application for renewal and paying the applicable renewal fee and a \$50.00 late fee. If a license has been suspended for one or more years for failure to renew, the former licensee shall submit an application for a new license.

#### Historical Note

Former Rule 16. Former Section R4-9-16 repealed, new Section R4-9-16 adopted effective February 23, 1976 (Supp. 76-1). Amended effective October 14, 1977 (Supp. 77-5). Amended effective October 26, 1978 (Supp. 78-5). Amended effective April 18, 1984 (Supp. 84-2). Former Section R4-9-16 renumbered without change as Section R4-9-116 (Supp. 87-3). Amended by final rulemaking at 10 A.A.R. 5185, effective February 5, 2005 (04-4).

#### R4-9-117. Prior Record

In any disciplinary proceeding conducted by the Registrar, the licensee's entire license file including the record of prior citations and decisions may be considered by the Registrar in making a decision and order in the case.

#### Historical Note

Former Rule 17. Former Section R4-9-17 repealed, new Section R4-9-17 adopted effective February 23, 1976 (Supp. 76-1). Former Section R4-9-17 renumbered without change as Section R4-9-117 (Supp. 87-3). Amended by final rulemaking at 9 A.A.R. 3182, effective August 30, 2003 (Supp. 03-3).

#### R4-9-118. Reserved

#### R4-9-119. Reserved

#### R4-9-120. Rehearing or Review of Decision

- A. The Registrar of Contractors shall provide an opportunity for a rehearing or review of its decisions under A.R.S. Title 41, Chapter 6, Article 10 and the rules established by the Office of Administrative Hearings.
- B. Except as provided in subsection (F), any party who is aggrieved by the decision in a contested case or appealable agency action before the Registrar of Contractors may file with the Registrar of Contractors a written motion for rehearing or review of the decision specifying the particular grounds for the rehearing or review.
- C. The Registrar of Contractors may grant a rehearing or review of a decision for any of the following causes materially affecting the moving party's rights:
  1. Irregularity in the proceedings of the Registrar of Contractors or the Administrative Law Judge, or any order or abuse of discretion that deprived the moving party of a fair hearing;

Registrar of Contractors

2. Misconduct of the Registrar of Contractors, Office of Administrative Hearings, Administrative Law Judge, or prevailing party;
  3. Accident or surprise that could not have been prevented by ordinary prudence;
  4. Newly discovered material evidence that could not, with reasonable diligence, have been discovered and produced at the hearing;
  5. Excessive or insufficient penalties;
  6. Error in the admission or rejection of evidence or other errors of law occurring at the administrative hearing or during the progress of the proceeding; or
  7. The decision is not justified by the evidence or is contrary to law.
- D.** The Registrar of Contractors may affirm or modify a decision or grant a rehearing or review to all or any of the parties on all or part of the issues for any of the reasons in subsection (C). After giving the parties notice and an opportunity to be heard, the Registrar of Contractors may grant a motion for rehearing for a reason not stated in the motion. An order modifying a decision or granting a rehearing shall specify the particular ground for the order. A rehearing shall cover only the matter specified in the order.
- E.** Not later than 35 days after the date of a decision, and after giving the parties notice and an opportunity to be heard, the Registrar of Contractors may, on its own initiative, order a rehearing or review of its decision for any reason for which it might have granted relief on motion of a party.
- F.** If the Registrar of Contractors makes a specific finding that the immediate effectiveness of a decision is necessary for the preservation of the public health, safety, or welfare and that a rehearing or review of the decision is impracticable, unnecessary, or contrary to the public interest, the decision may be issued as a final decision without an opportunity for a rehearing or review. If a decision is issued as a final decision without an opportunity for review or rehearing, an application for judicial review of the decision may be made within the time limits permitted for applications for judicial review of the Registrar of Contractors' final decisions.
- G.** For purposes of this Section the terms "contested case" and "party" have the same meanings as in A.R.S. § 41-1001.
- H.** To the extent that the provisions of this Section are in conflict with the provisions of any statute providing for review or rehearing of a decision of the Registrar of Contractors, the statutory provisions govern.

**Historical Note**

Former Rule 20. Repealed effective February 23, 1976 (Supp. 76-1). New Section R4-9-20 adopted effective June 18, 1982 (Supp. 82-3). Former Section R4-9-20 renumbered without change as Section R4-9-120 (Supp. 87-3). Amended by final rulemaking at 9 A.A.R. 1350, effective June 6, 2003 (Supp. 03-2).

**R4-9-121. Repealed**

**Historical Note**

Repealed effective February 23, 1976 (Supp. 76-1). New Section R4-9-21 adopted effective April 18, 1984 (Supp. 84-2). Amended effective July 9, 1987; former Section R4-9-21 renumbered as Section R4-9-121 (Supp. 87-3). Amended effective February 4, 1993 (Supp. 93-1). Repealed by final rulemaking at 9 A.A.R. 3182, effective August 30, 2003 (Supp. 03-3).

**R4-9-122. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-123. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-124. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-125. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-126. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-127. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-128. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-129. Repealed**

**Historical Note**

Adopted effective November 4, 1992 (Supp. 92-4).  
Repealed effective December 17, 1993 (Supp. 93-4).

**R4-9-130. Schedule of Fees**

An applicant shall submit a separate application for each classification of license. The following biennial license application fees, biennial license renewal fees and fees for other services shall be applicable in accordance with the provisions of A.R.S. § 32-1123.01 and § 32-1126:

<i>Classification of License</i>	<i>Fee for Each License</i>	<i>Fee for Each License Renewal</i>
<b>1. COMMERCIAL CONTRACTING</b>		
a. General Commercial Contracting (Includes all A and B classifications)	\$890	\$580
b. Specialty Commercial Contracting (Includes all L classifications)	\$645	\$490
<b>2. RESIDENTIAL CONTRACTING</b>		
a. General Residential Contracting (Includes all B classifications)	\$445	\$290

b. Specialty Residential Contracting (Includes all C classifications) \$320 \$240

### 3. GENERAL DUAL LICENSED CONTRACTING

a. General Dual Licensed Contracting (Includes all KA, KB, KE and KO classifications) \$1,105 \$860

b. General Dual Licensed Contracting if the applicant holds valid equivalent licenses for General Commercial and General Residential Contracting \$860 \$860

c. Class KA Dual Engineering if the applicant holds a valid license in the A- General Commercial Engineering classification \$975 \$860

d. Class KA Dual Engineering license if the applicant holds a valid license in the B-4 General Residential Engineering Contractor classification \$1,040 \$860

e. Class KB-1 Dual Building Contractor if the applicant holds a valid license in the B-1 General Commercial Contractor classification \$975 \$860

f. Class KB-1 Dual Building Contractor if the applicant holds a valid license in the B- General Residential Contractor classification \$1,040 \$860

### 4. SPECIALTY DUAL LICENSE CONTRACTING

a. Class K \$815 \$730

b. Class K if the applicant holds both a valid commercial and residential license in the equivalent classifications \$730 \$730

c. Class K if the applicant holds a valid commercial license in the equivalent classification \$760 \$730

d. Class K if the applicant holds a valid residential license in the equivalent classification \$785 \$730

### 5. FEES FOR OTHER SERVICES

a. Application to change qualifying party \$100

b. Application to change name of licensee \$30

#### Historical Note

Adopted effective February 4, 1993 (Supp. 93-1).  
Amended effective January 20, 1998 (Supp. 98-1).  
Amended by final rulemaking at 7 A.A.R. 3160, effective July 2, 2001 (Supp. 01-3).

#### R4-9-131. Assessment of Civil Penalties

In assessing a civil penalty as provided for under A.R.S. § 32-1166(A), the Registrar shall give due consideration to whether the person cited or any individual acting on that person's behalf has committed one or more of the following acts in determining the gravity of the cited violation:

1. Falsely represented to be a licensed contractor.
2. Failed to perform any work for which money was received.
3. Executed or used any false or misleading documents for the purpose of inducing a person to enter into a contract or to pay money for work to be performed.
4. Made false or misleading statements for the purpose of inducing a person to enter into a contract or to pay money for work to be performed.
5. Failed or neglected to apply funds which were received for the purpose of obtaining or paying for services, labor, materials, or equipment.
6. Performed work that was or had the potential to become hazardous to the health, safety, or general welfare of the public.
7. Performed work that deliberately was in violation of building codes, safety laws, labor laws, workers' compensation laws, or unemployment insurance laws.
8. Performed work that failed to meet minimum acceptable trade or industry standards or practices or was not performed in a good and workmanlike manner.
9. Has committed any other act which would otherwise be cause for disciplinary action if the person cited had been properly licensed pursuant to A.R.S. Title 32, Chapter 10.
10. Has committed two or more prior violations.
11. Performed work that has caused loss or damage to the structure, its appurtenances, or property being worked upon or has caused loss or injury to any person.

#### Historical Note

Adopted effective May 26, 1994 (Supp. 94-2).